

SIEC Advisory Working (SAW) Group Minutes
April 14, 2004

- Meeting minutes from the March 31, 2004 SAW were distributed. There was some discussion about the segment of the minutes having to do with a motion made “to have the technical committee create a procedure or checklist for equipment purchasing that would require SIEC approval. It was unclear if that motion was recorded properly. A motion was made to delete that portion of the minutes and approve the minutes as amended. Group meeting were approved with modifications.

- Mr. Dennis Hausman presented the committee report for the Technical/ Frequency Management Committee.
 - The committee held its first meeting on April 12, 2004.
 - Mr. Hausman passed out the latest draft of the committee’s roles and responsibilities.
 - The next meeting will be held on April 26, 2004.
 - Thereafter, attempts will be made to have the Technical/Frequency Management meetings at 10:00 AM, the morning of the SAW Group meetings.
 - A motion was approved to add to the membership of the Technical committee to include: Mr. Curt Kyle representing the Emergency Management Division, Mr. Bob Schwent representing the Washington State Patrol, Mr. Tom McDowell representing Clark County, Mr. Don Wilbrecht representing the Department Of Corrections, and Sergeant John McIntosh representing the Department Of Fish And Wildlife.
 - The motion was made an approved that individuals who represent agencies in the Technical/ Frequency Management Committee can substitute representatives as required conditional upon those representatives have been delegated the authority of the named member.
 - Discussions also conducted regarding the need for agencies who are substituting representatives to ensure that all parties are adequately briefed on the topics to be discussed at upcoming meetings. Concern was expressed that without proper understanding of the topics, representatives could slow or hamper the progress of this committee.

- Marie Sullivan, Department Of Information Services, will serve as the primary point of contact for legislative work. DIS Communications (Nancy Jackson and her staff) will be primary point of contact for SIEC communications.

- Mr. Hausman presented a status report regarding the NIJ solicitation. Mr. Hausman received no feedback from agencies interested in responding. The due date to the NIJ is April 27th, 2004. Mr. Hausman will not pursue further unless feedback is received from state agencies.

- Mr. Hausman presented a status report regarding the status of the Homeland Security Grant applied for by the Department Of Information Services to fund an inventory of local government and the development of the final statewide interoperability plan.
 - A question was raised regarding the Advisory Group being provided an opportunity to review the scope of work in the RFP. Due to the short time frame, the scope of the RFP may not be available for review by the Advisory Group.
 - Mr. Hausman indicated that DIS would be looking towards the SIEC and SIEC SAW Group for a RFP Evaluation Team.
- Mr. Hausman presented a summary document titled “High Level View of Responsibilities and Deliverables of SIEC Work Groups/ Committees” was distributed. The document consolidates the, responsibilities, and deliverables of the advisory group’s three existing subcommittees. The subcommittees are the Technology Clearinghouse, Funding, and the Technical/ Frequency Management Committee.
- Clark Palmer provided brief status on the Department of Justice’s IWN Project
- The next SIEC SAW Group meeting is scheduled for May 1, 2004, at DIS from 1:30 PM to 3:00 PM.

Members present:

Jim Hall, Washington Association Of Sheriffs And Police Chiefs
 Jose Zuniga, Department s of Corrections
 Lori Bame, Legislative Evaluation Accountability Program
 Curt Kyle, Washington State Emergency Management Division
 Clark Palmer, Washington State Patrol
 Dennis Hausman, Department of Information Services
 Jim Broman, Washington Association Of Fire Chiefs/SIEC
 Dan Johnson, Washington State Patrol – State fire Marshal’s Office
 Guy Cranor, General Administration –Office of State Purchasing
 Marc Johnson, Department Of Natural Resources
 Bruce Branlund, Motorola
 Fed Radovich, Motorola
 Gary Admundson, Motorola (via telephone)
 John Quiroz, Motorola
 Kit Eldridge, M/A-COM